

**Notice for Members of the Bar in Courts Participating
in the Pilot Project on Electronic Availability of Transcripts**

The U.S. District Court for the District of Kansas is participating in a pilot project regarding the electronic availability of transcripts in civil cases. Such participation means that this court will follow the attached [Judicial Conference policy](#) on electronic availability of transcripts of court proceedings before making official transcripts of civil court proceedings electronically available. The pilot project will apply to all transcripts of civil proceedings ordered on or after January 5, 2004. Please read this policy carefully.

The policy establishes a procedure whereby counsel can request the redaction from the transcript of specific personal data identifiers before the transcript is made electronically available to the general public. Parties will be electronically notified when an official transcript has been filed with the clerk's office. A party must file a notice of intent to request redaction with the clerk's office within five business days of the filing of the official transcript by the court reporter. Because the notice of intent to request redaction will be made electronically available, do not include any actual personal identifiers in your notice. If a party fails to request redaction within this time frame, the transcript will be made electronically available without redaction.

If a party files a redaction notice, the transcript is not to be made remotely electronically available to the general public until the redactions are performed. A paper copy of the officially filed transcript will be available from the clerk's office or the court reporter during this time, subject to the usual fees. Within 21 calendar days from the filing of the transcript with the clerk, or longer if ordered by the court, the parties must submit to the court reporter or transcriber a statement indicating where the personal identifiers appear in the transcript by page and line and how they are to be redacted. For example, if a party wanted to redact the Social Security number 123-45-6789 appearing on page 12, line 9 of the transcript the statement would read: Social Security number 123-45-6789 on page 12, line 9 should be redacted to read xxx-xx-6789. Only the personal identifiers listed in the policy may be automatically redacted. If a party wants to redact other information, that party should move the court for further redaction by separate motion served on all parties and the court reporter or transcriber within the 21-day period.

Please direct all questions concerning the court's participation in this pilot project to Ingrid Campbell at 913-551-6542.